

Posting: Executive Director of Mount St. Francis Retreat Centre

January 29, 2024

Mount St. Francis Retreat Centre and the Franciscan Friars are looking for a charismatic faith leader with strong business acumen who will guide the implementation of the mandate to adapt, build and continue to develop one of the most attended retreat centres in Western Canada as it continues to grow as a Franciscan Spiritual Centre.

In this redesigned role, the Executive Director will be responsible for the effective administration of the Retreat Centre. They will support the Franciscan Holy Spirit Province Saint-Esprit of Canada and its Board of Trustees in fulfilling its governance and strategic functions, and will be responsible to implement the agreed plan ensuring the strategic priorities of The Mount are accomplished in alignment with the mission statement and the basic principles of the Franciscan way of life. Additionally, they are empowered to fundraise while building relationships within the communities served.

The successful candidate will have a vivid track record of fostering teamwork, building trusting relationships, and achieving strategic goals. Strong communication skills are essential. The Executive Director will work closely with the Franciscan Provincial Council and its Board of Trustees, the Franciscan Friars, and the administrative team; experience in governance is an asset.

The office and staff are based at the Mount St. Francis Retreat Centre in Cochrane, Alberta. We offer a comprehensive compensation package that is commensurate with experience and aligned with similar roles in similar organizations.

A more detailed role description is available upon request.

We invite qualified people who are interested in this leadership position and embrace the principles of the Franciscans to apply by sending their résumé to mstfapplications@gmail.com by February 22, 2024. All applications will be held in confidence.